

UNITED STATES DEPARTMENT OF THE INTERIOR
BUREAU OF LAND MANAGEMENT
Office of Fire and Aviation
3833 South Development Ave.
Boise, Idaho 83705-5354

October 21, 2004

In Reply Refer To:
9215 (FA-331) I

EMS Transmission 10/21/04
Information Bulletin FAIB 2005- 007

To: State Directors

From: Director, Office of Fire and Aviation

Subject: Prescribed Fire On-the-Job Training Program

DD: 11/19/04

Purpose: The purpose of this Information Bulletin is to offer prescribed fire trainee candidates opportunities to gain experience. Trainees must meet the training and qualifications requirements for the position and have a Position Task Book initiated. The prescribed fire assignments will target each individual's task book completion needs.

The prescribed fire on-the-job training program provides opportunities in prescribed fire positions to BLM employees who may find it difficult to become qualified for certain positions due to lack of opportunities at the home unit. The BLM Training Unit coordinates with other agencies to find assignments. Then the BLM Training Unit coordinates with State Office fire/fuels staff and Field Office fire/fuels staff to facilitate and prioritize opportunities. Assignments will be made based on the trainee's needs. Considerations include: position, fuel type, complexity, assignment length, and timeframes.

The nomination process can be completed via an application accessible in Lotus Notes. To access this application in Notes select: File, Database, Open. Select LMNI4 as the server. The database selections are: Bureau/fa/Prescribed Fire OJT Program.

All requests will be automatically sent to supervisors for approval and then loaded into a lotus notes database for processing. Changes to the database, such as date(s) available for assignment, can be made at a later date by selecting the View Submission button, selecting your own entry and then clicking the Edit Document button at the top of the page.

Funding is available to cover costs for travel, per diem and overtime from the OF&A when the prescribed fire project is unable to do so. The trainees' home unit will need to cover their base 8 hours.

Timeframe: Please have all candidates registered in the database by November 19, 2004.

Contact: Any questions regarding the program may be directed to Aitor Bidaburu, (208) 387-5334 in the BLM Training Unit (FA331).

Signed by:
Timothy M. Murphy
Acting Director
Office of Fire and Aviation

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